

ADM-10.9

DD/S&T 327-65

21 January 1965

MEMORANDUM FOR: The Executive Officer, DD/S&T

SUBJECT : DD/S&T Registry

1. As evidence of and justification for the additional person we requested for our Registry, I asked the C/DD/S&T Registry to prepare the attached chart. You will note that the workload has almost tripled during this last calendar year.

2. Other trends which are significant and noteworthy are the appreciable rise in activity from January through March; a decline during summer months when people were taking vacations; but then a sustained rise during the last four months of the year.

3. We attribute the first rise, i.e., during the months from January to March to the increase in contract activity and also to the fact that we started requiring all contract actions to be processed through the Administrative Staff. We ascribe the rise during the last four months to the heavy increase in Special Projects Staff's activity as well as an increase in contract flow.

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Chief, Administrative Staff
DD/S&T

Attachment: a/s

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